



April 30, 2021

West Virginia Development Office (WVDO)
1900 Kanawha Boulevard East, Building 3, Suite 600
Charleston, WV 25305
Attention: Morganne Tenney

SWaN Hill Top House Hotel, LLC
108 Loudoun Street SW
Leesburg, VA 20175
Attention: Laurel Ziemianski, Project Manager

Re: TOURISM DEVELOPMENT DISTRICT AGREEMENT by and between THE WEST VIRGINIA DEVELOPMENT OFFICE and SWAN HILL TOP HOUSE HOTEL LLC

To Whom it May Concern:

As the Engineer of Record (EOR) for the subject project, I attest that the site civil engineering code references depicted within the proposed Tourism Development District (TDD) application and below are appropriate for a civil engineering project of this type and location, and that design documents will adhere to local industry standards and be reviewed by a qualified Third-Party Plan Reviewer with professional engineer(s) licensed in the state of West Virginia.

- *West Virginia Department of Transportation Division of Highways*
 - *Volume 1: Drainage, Guardrail, Pavement, Fence and Markers, May 2016 Edition*
 - *Volume 2: Signing, Signals, Lighting, Markings, and ITS, January 1, 2019 Edition*
 - *Typical Sections and Related Details, 2019 Edition*
- *West Virginia Division of Highways Construction Manual, 2002 Edition*
- *West Virginia Division of Highways 2007 Drainage Manual, 3rd Edition*
- *West Virginia Division of Highways Manual on Rules and Regulations for Constructing Driveways on State Highway Rights-of-Way, May 2004 Edition*
- *West Virginia Stormwater Management and Design Guidance Manual; West Virginia Department of Environmental Protection, November 2012 Edition*
- *Erosion and Sediment Control Best Management Practice Manual; West Virginia Department of Environmental Protection Division of Water and Waste Management, August 29, 2016 Edition*

- *Title 47 Legislative Rule Department of Environmental Protection Water Resources, Series 2 Requirements Governing Water Quality Standards*
- *State of West Virginia Department of Environmental Protection Division of Water and Waste Management, National Pollutant Discharge Elimination System Water Pollution Control Permit, Issued January 10, 2019*
- *West Virginia Division of Health Legislative Rules, Title 64, Series 9, Sewer Systems, Sewage Treatment Systems, and Sewage Tank Cleaners, 1998 Edition*
- *Title 64 Legislative Rules Bureau for Public Health, Series 47 Sewage Treatment and Collection System Design Standards, July 1, 2003 Edition*

The professional seal and signature below does not certify guidelines not explicitly related to site civil engineering design elements, including but not limited to: structural engineering, geotechnical engineering, environmental engineering and/or remediation (i.e. wastewater treatment or hazardous materials), mechanical / electrical / plumbing engineering, transportation engineering, life safety engineering, acoustical engineering, architecture, landscape architecture or landscaping, building demolition or construction, security design, lighting design, and historical resource or archaeological studies.

Respectfully,



Jessie Ponce de Leon, PE
Managing Member

